

REQUEST FOR AUTHORIZATION OF OVERTIME AND HOLIDAY WORK

TO: <b>Comptroller</b>			
FROM: <b>Chief, Finance Division</b>		ALLOTMENT SYMBOL <b>2263-1040-1000</b>	
PAY PERIOD		ESTIMATED NUMBER	
BEGINNING	ENDING	HOURS	EMPLOYEES
<b>26 November</b>	<b>9 December 1961</b>	<b>20</b>	<b>1</b>

JUSTIFICATION

INDICATE, CONCISELY BUT ADEQUATELY, PURPOSE FOR WHICH OVERTIME IS TO BE USED, TYPE OF PERSONNEL INVOLVED (e.g., clerical, professional) AND REASON WORK CANNOT BE ACCOMPLISHED WITHIN 40 HOUR WEEK. (Do not include Operational Detail)

**An individual from the Comptroller's Office is working on an overtime basis with an "Eyes Only" Project.**

DATE <b>25X1A9a</b>	TYPED NAME AND SIGNATURE OF SUPERVISOR (if applicable) <b>Requested by</b> <span style="border: 1px solid black; display: inline-block; width: 150px; height: 1.2em; vertical-align: middle;"></span>	
CONCURRENCE (if applicable)		AUTHORIZATION
TYPED NAME AND SIGNATURE OF DIVISION CHIEF <span style="border: 1px solid black; display: inline-block; width: 100px; height: 1.2em; vertical-align: middle;"></span> <b>Deputy Chief Finance Division</b>		TYPED NAME <span style="border: 1px solid black; display: inline-block; width: 100px; height: 1.2em; vertical-align: middle;"></span> ICIAL <b>E. R. Saunders, Comptroller</b>
DATE CONCURRED <b>11 December 1961</b>	DATE AUTHORIZED <b>DEC 1961</b>	

Approved For Release 2002/05/01 : CIA-RDP78-05747A000300040006-7

~~SECRET~~  
(When Filled In)

Approved For Release 2002/05/01 : CIA-RDP78-05747A000300040006-7

Pay Period - 28 Nov - 9 Dec 61

Overtime Performed for  Project  
(WH)

STATINTL

STATINTL

<u>DATE</u>	<u>Time</u>	<u>Hours</u>
28 NOV.	1745-1945	2
30 NOV	1730-2130	4
2 Dec	0830-1230	4
	1330-1730	4
5 Dec	1730-1930	2
9 Dec	1030-1430	4
		<u>20</u>

STATINTL



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89.80

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